



Boone County Clerk's Office

212 Courthouse Square
Lebanon, IN 46052-2195
765-482-3510
Fax (765) 485-0150

Jessica J. Fouts

*Clerk of Boone Circuit
and Superior Courts*

jfouts@co.boone.in.us

Lisa L. Bruder

1st Deputy

lbruder@co.boone.in.us

When filing Small Claims with the Boone County Clerk's Office the following documents are needed:

Claim - 4 copies

Notice of Claim to Defendant - 4 Copies per defendant

Notice to Plaintiff - 1 Copy

Vital Information Sheet - 1 Copy per defendant

Lease Agreement/Contract - 1 Copy for the Court
1 Copy per defendant

Affidavit of Debit – 1 Copy

Corporate Resolution - 1 Copy per claim filed

- Please Note that this form is for Businesses/Corporations ONLY

Maximum amount allowed - \$6,000.00

Filing fee is \$96.00 plus \$10.00 for each additional defendant. Service by Sheriff \$25.00